

MAHOMET PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

REGULAR MONTHLY MEETING MAY 14, 2018 6:00PM AT THE LIBRARY

Members Present: Charity Bundren, Jeanne Campion, Chris Forman (arrived during committee assignments), Chris Moore, Brian Paragi, Bryan Perrero, Karin Vermillion (left after new business)

Also Present: Kate Smith

Election of Officers

Chris Moore moved to keep the current slate of officers into the next year. Jeanne Campion seconded; the motion passed.

Committee Assignments

Bryan Perrero volunteered to join the Policy committee. Chris Moore volunteered to join the Building and Grounds committee. All other committee assignments remained the same.

Approval of Minutes

Chris Forman moved to approve the minutes from April 9, 2018. Chris Moore seconded; the motion passed.

Treasurer's Report

Jeanne Campion moved to accept the treasurer's report for April 2018. Charity Bundren seconded. Roll call vote; the motion passed. Jeanne Campion moved to accept the check register for April 2018. Charity Bundren seconded. Roll call vote; the motion passed.

Chris Moore asked if the monthly payment to All Your Needs Consulting for IT consulting seemed high to anyone else. Bryan Perrero asked about the contract. Kate Smith informed the board that the contract is month-to-month and can be cancelled at any time. After more discussion, the board agreed to pursue the idea of getting new quotes for the library's IT work, just to be certain the current rates are reasonable. This will be done after the strategic planning process.

Librarian's Report

Lynn Schmit submitted the librarian's report before the meeting. Kate Smith added that, after Lynn's report, the plaque honoring Mary Giles was placed beneath the tree donated to the library in her memory by the Friends of the Library.

Lynn's report indicated that Kate would report further on the transition from Tech Logic to Envisionware as the vendor for the library's self-check and theft-deterrent RFID system. Kate summarized the costs involved, noting that the most significant cost is for replacing the gates, which would need to be replaced in the next couple of years in any event. There are strong advantages to switching in terms of customizing the patron experience, reducing software conflicts and other problems, and significantly improving technical support.

Public Comments, Correspondence- None

Committee Reports – Finance Committee

Jeanne Campion reported that the finance committee met April 25 to review the current financial condition of the library and the proposed budget for FY 18-19. She noted that the library is in strong financial condition and, thanks to higher donations and lower expenses than expected, library staff is projecting a small budget surplus at the end of FY 17-18. The finance committee approved the FY 18-19 budget submitted by library staff at that meeting. Kate Smith reported that some minor changes had to be made to the budget since that meeting.

Unfinished Business- None

New Business

A. Approval of 2018-2019 Budget

Jeanne Campion moved to approve the 2018-2019 budget with the minor changes as submitted by library staff. Brian Paragi seconded. Roll call vote; the motion passed.

B. Approval of Non-Resident Fees for 2018-2019

Kate Smith submitted the proposed minimum non-resident fees for renters and owners of lower value properties outside the library district. She reported that she checked with the library attorney to be sure the library is charging this fee for renters appropriately, given the confusing language of the Illinois Code. Since the attorney's response came through a phone call, Bryan Perrero asked Kate to get it also in writing and she agreed to do so.

C. Appointment of Two Trustees to Perform the Secretary's Audit.

Charity Bundren and Brian Paragi volunteered to review the past year's minutes for the regular board meeting. Kate Smith noted that, although it was not on the agenda, Lynn Schmit had included the request for a trustee to perform the semi-annual review of the closed session minutes. Bryan Perrero volunteered to do this.

D. Filing of Ehlers Management Reports

The board agreed to accept the March and April 2018 reports and place them on file.

Strategic Planning

Chris Moore submitted discussion points for maintaining an efficient and welcoming facility. He noted that the board should focus on the long-term piece and let library staff report on the other facility points. Kate Smith commented that these points are primarily for the director and youth librarian, and the board agreed to table that report until Lynn Schmit and Maura Stutzman could be present.

At this stage, the board could only agree on the following points regarding long-term facility changes:

- It would be necessary to review any changes in Mahomet demographics and changes in the use of the library over the past years.
- The board would need to consider both new construction and reconfiguring the existing layout.
- It will probably be necessary to hire a consultant.

Chris Moore also summarized the topics he's planned for review at the upcoming strategic planning conference on June 9. Jeanne suggested that discussion of a new director to replace Lynn Schmit when she retires be included. Bryan Perrero asked if information could be included about what needs the library isn't providing.

Board Advocacy – No Discussion

Trustee Comments

Bryan Perrero noted the men's room did not have a pleasant smell. Kate Smith responded that this happens when the drain is dry. The board suggested that the cleaning service pour water down the drain weekly to maintain it.

Adjournment

Jeanne Campion moved to adjourn the meeting. Charity Bundren seconded; the motion passed. The meeting was adjourned at 6:50pm.

Respectfully Submitted by Kate Smith, Business Manager